

Project Manager
Michigan State University

Internal Number: 892843

Michigan State University's Department of Entomology is seeking a qualified person to coordinate a large multi-state grant. Additional duties include conducting research and participating in extension activities.

Position Summary: This is a full-time position in the Department of Entomology at Michigan State University based in East Lansing, MI. The Szendrei lab (<https://vegetable.ent.msu.edu>) is looking for a motivated person whose primary duty will be coordinating and managing a large multi-state grant aiming to develop pest management strategies for the U.S. potato industry. This person will act as a resource for internal and external project participants and stakeholders. They will report to Dr. Szendrei and will frequently communicate with project participants to coordinate project plans and compile and summarize results for reports and articles for publication. The incumbent will be expected to manage and update a project website, maintain a social media presence, organize and travel to project meetings and communicate with stakeholders. Additional position responsibilities will include coordinating laboratory and/or field operations, assisting in planning and designing experiments, conducting experiments, analyzing data, and delivering extension materials.

Education/Experience

The job requires a minimum of B.S. in entomology, M.S. preferred. Degree in entomology, biology, agronomy, environmental science, horticulture, or other related fields; experience with project management and related project duties is preferred.

Requirements

- Valid driver's license and a motor vehicle background check
- Good verbal and written communication skills
- Ability to work in a team as well as an individual
- Outstanding attention to detail
- Work order management skills (prioritizing tasks) to meet organizational deliverables
- Time management and multitasking skills to meet deadlines, ensuring deliverables are completed on time
- Experience with creating content on websites and social media platforms

Desired start date

Jan. 2024. This is a full-time, 12-month fixed-term position with reappointment contingent on satisfactory performance and available funding.

Starting salary: \$51,491/year

To apply: Interested applicants should apply by logging into the MSU Careers portal, searching for posting 892843, and uploading a cover letter (max. 1 page) outlining their interest in the position, a CV or resume, and contact information for 3 professional references. To find out more about the Szendrei lab please visit <https://vegetable.ent.msu.edu>. Email Dr. Szendrei at szendrei@msu.edu with questions about the position.

Equal Employment Opportunity Statement

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship, disability or protected veteran status.

About Michigan State University.

www.canr.msu.edu/ent/

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Details

Posted: 30-Aug-23

Location: East Lansing, Michigan

Type: Full Time

Categories:

Academia

Preferred Education:

Masters

<https://careers.entsoc.org/jobs/19075537/project-manager>